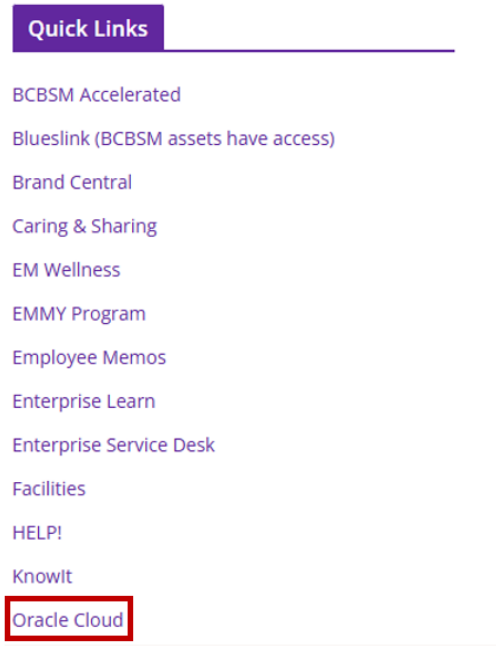
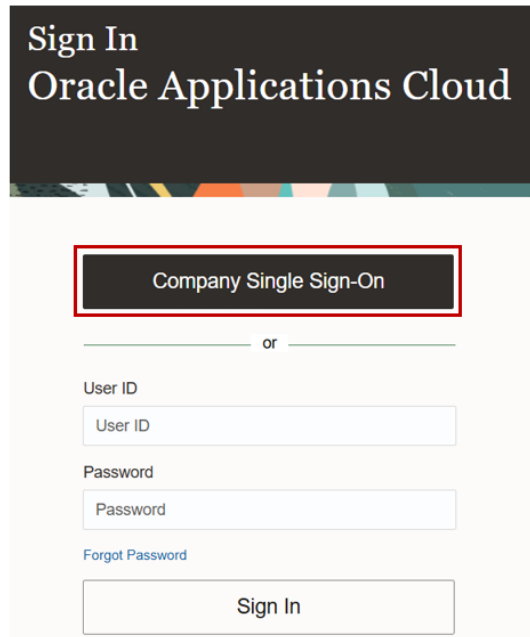


Updating HSA Contribution during Open Enrollment

1. Navigate to the **Oracle Cloud system**. A link can be found on the Blueslink homepage.



2. Select **Company Single Sign-On**.

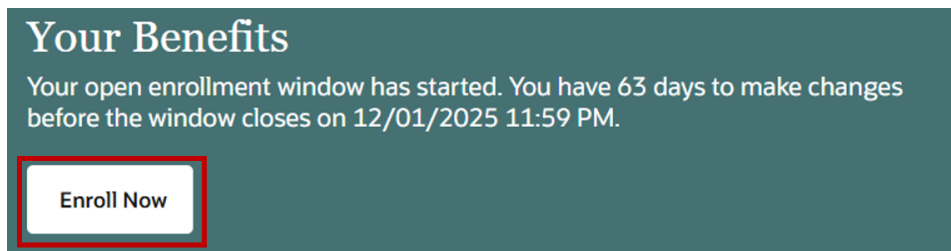


Updating HSA Contribution during Open Enrollment

- Under the Me section, select the **Benefits** icon.

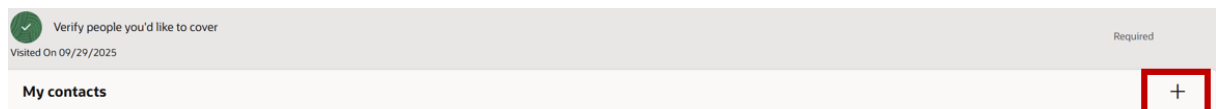


- Select **Enroll Now**.



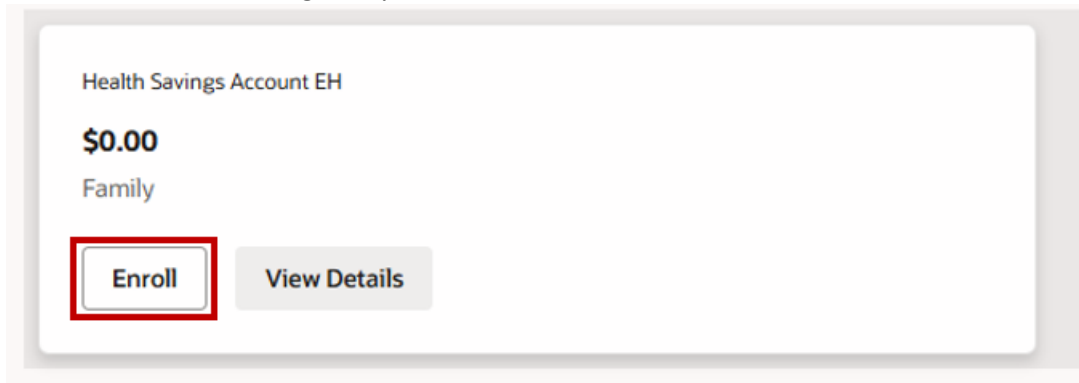
- To cover eligible dependents in benefits, add them now before you enroll by selecting **Add** under My Contacts. **If a dependent you'd like to be covered under your benefits or designate as a beneficiary is already listed, do not add them again.**

Note: In addition to the required fields marked with an asterisk, **gender**, **date of birth** and the **social security number** are also required to complete enrollment. You will also want to add beneficiaries in this section if they are not already listed. The social security number is not required for beneficiaries.



Updating HSA Contribution during Open Enrollment

6. Select **Enroll** to make changes to your HSA contribution.



Health Savings Account EH

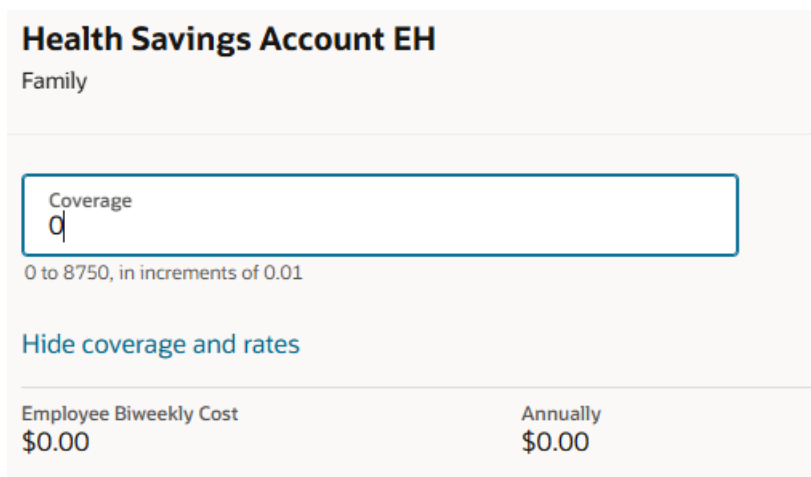
\$0.00

Family

Enroll View Details

7. The coverage box will appear that will allow you type in the amount you'd like to contribute in 2026. The text below the coverage box provides you with the annual limit you can contribute less the employer annual contribution. If you will be 55 by the end of 2025, the limit displayed will also include the \$1,000 catch up allowed by the IRS.

Once you have decided on the **annual amount** you'd like to contribute type that amount in the coverage box and select **Ok**.



Health Savings Account EH

Family

Coverage
0

0 to 8750, in increments of 0.01

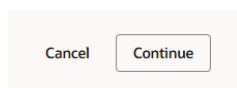
[Hide coverage and rates](#)

Employee Biweekly Cost	Annually
\$0.00	\$0.00

Note: If you contributed to the HSA in 2025, the employee bi-weekly cost for HSA that displays will be your current bi-weekly contribution amount. Once you insert a new annual amount, the employee biweekly cost will change to \$0.00. The bi-weekly cost will calculate once all elections have been **submitted**.

If you did not contribute to this account in 2025, the employee bi-weekly cost will display as \$0.00. The bi-weekly cost will calculate once all elections have been **submitted**.

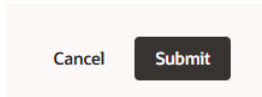
8. Once finalized and select the **Continue icon** on the bottom right.



Cancel Continue

Updating HSA Contribution during Open Enrollment

9. Select **Submit**.



10. To preview your enrollments, select the **View Enrollments**

